



BOARD OF SUPERVISORS MEETING
MONDAY, AUGUST 17, 2020
6:30 PM

[Susan M. Adams](#), County Administrator

153A Morton Lane, Appomattox, VA 24522
www.AppomattoxCountyVA.gov

BOARD OF SUPERVISORS

Call to Order
Pledge of Allegiance
Invocation - Mr. Hinkle
Setting of Agenda

CITIZEN PUBLIC COMMENT PERIOD

This time is provided by the Board to allow citizens the opportunity to address the Board on issues of importance to the citizen. No individual citizen shall be permitted to address the Board for more than three (3) minutes.

APPEARANCES

These scheduled times are provided by the Board to allow citizens and organizations outside the County Government to discuss matters of importance with the Board.

1. [20-1674](#) **Mr. Michael Womack, Virginia Department of Forestry**
Mr. Michael Womack, Forest Manager for the Virginia Department of Forestry has requested to appear before the Board to present the Department of Forestry annual report and payment.
Department: Board of Supervisors, Administration
2. [20-1684](#) **Resolution Recognizing Ms. Mary Turner**
Mr. Hinkle requested the Board's consideration to recognize Ms. Mary Turner for her years of service on the County's Electoral Board. Ms. Turner was appointed by the Republican Party to serve as its representative on the Electoral Board in March 2011. In July 2020, Ms. Turner submitted her resignation from the Board. Attached for your review is a copy of the resolution.
STAFF RECOMMENDATION: Consider the adoption of the attached resolution honoring Ms. Mary Turner for her nine (9) years of service on the Electoral Board.

Department: Board of Supervisors, Administration
Documents: [Resolution for Mary Turner.pdf](#)

PUBLIC HEARING (7:00 PM)

3. [20-1681](#) **Public Hearing-Amendment to FY21 Budget-CARES Act**
After duly advertised and in accordance with Code of Virginia §15.2-2507, which requires a public hearing when there is an increase to the currently adopted budget greater than 1%, a public hearing has been scheduled for the

purpose of amending the FY21 Budget and appropriating \$1,388,173.00 in order to incorporate monies received from the federal CARES Act into the Fiscal Year 2021 budget.

STAFF RECOMMENDATION: After hearing public comments, staff requests consideration of the Board to approve the amendment to the FY 2021 budget and to appropriate the CARES Act funding in the amount of \$1,388,173.

Department: Board of Supervisors, Administration

4. [20-1679](#) **Public Hearing-RZ200375-Clayton C. Bryant, Jr.**

Mr. Clayton C. Bryant Jr. (property owner), has requested to rezone property from M-1, Industrial Zoning District to B-1, General Commercial Zoning District. The property is shown as Lot 7, located in the Concord Business Park on Stage Road, Concord, Virginia. The parcel totals 2.78 acres and is identified as Tax Map Identification Number 60 (8) 7. The 2016 Comprehensive Plan designates the property as part of a Neighborhood Commercial area.

The Planning Commission held a public hearing in July and received no comments. Following the public hearing the Planning Commission forwarded a recommendation to rezone the property as requested.

Department: Board of Supervisors, Administration

Documents: [RZ200375 Bryant BoS Package.pdf](#)

ACTION ITEMS

5. [20-1680](#) **Consideration of RZ200375-Clayton C. Bryant, Jr.**

Following a public hearing and receiving comments, if any, staff has prepared an ordinance, in accordance with the Planning Commission's recommendation, for your consideration. The Planning Commission recommended approval of the petition to rezone the property from M-1, Industrial Zoning District to B-1, General Commercial Zoning District.

Department: Board of Supervisors, Administration

Documents: [BoS appl Ordinance.pdf](#)

6. [20-1687](#) **Public Hearing - CARES Funding Final Payment**

The County has been notified to complete a survey and submit a request for the second half of the CARES Act funding to localities in the amount of \$1,388,173. Please schedule a Public Hearing to amend the budget for inclusion of these funds for Monday, September 21, 2020 at 7:00 pm.

Department: Board of Supervisors, Administration

7. [20-1689](#) **CARES ACT Funding Reimbursements**

The CARES committee met to review the request for reimbursements and approved the following to be supplemented into the FY20 Budget:

Please consider reimbursements to the **FY20 Budget** and supplement by consent the following:

County Administration (1101) - \$924.17

Sheriff's Office (3102) - \$1,192

Maintenance Department (4302) - \$6,705.07

Solid Waste Department (4205) - \$119.96

Jamerson Library (7301) - \$58.10

TOTAL: \$8,999.80

8. [20-1688](#) Department: Board of Supervisors, Administration
ACPS CARES Act Funds - FY2021 Budget Amendment
Appomattox County Public Schools received notification to request allocation of CARES Act funding via grant submission. ACPS submitted a grant application requesting \$443,805.26 which is 100% of the allocated amount for the following services:

Mental Health Services - Personnel Costs - \$373,123 and Mental Health Services- Training \$15,000.00 RBT Training and Staff (PS and ES)

(3 - Full-time Instructional Coaches (APS, AES, and AMS) 1 – Full time
School Counselor (split between APS and AES) 1 – Full time
PBIS Coordinator (split between AMS and ACHS) 1 – Part time
BCBA (split between APS and AES) 2 – Full-time TAs (APS
and AES) Annual stipends for RBT trained TAs)

Note: Dr. Bennett is requesting to appropriate and amend by consent \$443,805.26 to the School FY2021 budget.

9. [20-1685](#) Department: Board of Supervisors, Administration
School Construction Proposal Presentation
Dr. Bennett is requesting the Board's input on how to proceed with the "unsolicited" school construction proposal that the school board received several months ago. Jamerson-Lewis Construction submitted the proposal and the school advertised for additional proposals, in which none were received. Jamerson-Lewis has requested to meet with the School Board to discuss the proposal and Dr. Bennett is inquiring about whether or not to hold a joint meeting of the Board of Supervisors and the School Board to hear the presentation. **Note: The School Construction committee has not reviewed or discussed the proposal.**
STAFF RECOMMENDATION: Advise staff if the County's preference is to defer review of the plan to the School Construction committee or to meet jointly

with the School Board to hear a presentation from Jamerson-Lewis on the "unsolicited" proposal that was accepted by the School Board.

10. [20-1686](#)

Department: Board of Supervisors, Administration

J. Robert Jamerson Memorial Library FY 2021 Budget Request

The Librarian requested to carry forward FY 20 budget funds in the amount of \$5,172 and re-appropriate to FY 21 in the following line items:

7301-1001	Salaries & Wages	\$557.00
7301-2002	VRS	\$83.00
7301-2006	Life Insurance	\$8.00
7301-5401	Office Supplies	\$1,000.00
7301-5411	Books	\$2,000.00
7301-5412	Craft Supplies	\$750.00
7301-5416	Audiovisual	\$774.00
TOTAL:		\$5,172.00

RE: The funds were not included in the FY 20 appropriated budget. FY 20 balance of \$5,172 were local funds collected as donations and late rental fees collected by the Library and used for program expenses.

Department: Board of Supervisors, Administration

11. [20-1667](#)

Commissioner of the Revenue Refund Requests

Mrs. Sara Henderson, Commissioner of the Revenue is requesting the following to be paid from line item 1209-5803:

1) Refund Edward Forrest Burnett **\$429.63** for 2020 personal property taxes. He lives in Lynchburg Virginia and pays taxes there.

2) Refund Jessica Williamson **\$155.98** for 2020 personal property taxes. She lives in Roanoke City and pays taxes there.

3) Refund Toyota Motor Credit Corp. **\$470.92** for 2020 personal property taxes. The vehicle was termed in 2018.

Staff Recommendation: Consider the above refund requests submitted from the Commissioner of the Revenue and supplement \$1,056.53 to 1209-5803. No new local funds are required.

Department: Board of Supervisors, Administration

Documents: [Commissioner of Revenue Refund Request.pdf](#)

12. [20-1673](#)

Community Development Zoning Fee Refund Request

Attached for your review is a refund request from the Community Development Department. Ms. Sarah H. Blackwell was inadvertently charged a \$25.00 County zoning fee on building permit #200415. However, the project is in the Town of Pamplin, which administers their zoning separate from the County.

Staff Recommendation: Refund Ms. Sarah H. Blackwell \$25.00 from 1101-5804 Operating Reserve.

Department: Board of Supervisors, Administration
Documents: [Community Development Refund Request.pdf](#)

COMMITTEE APPOINTMENTS

13. [20-1677](#) **EDA Board of Directors Appointment**

At the July 2020 meeting the Board requested that the appointment for the Economic Development Board of Directors be tabled to the August 2020 meeting.

Staff received an Application for Citizen Service from Mr. J. Patrick Richardson and Donald L. Jones, which are attached for your review. Additionally, Mr. Hinkle notified staff that he spoke with and verified interest to serve: Ms. Gena Campbell, owner of Main Street Barber Shop, Real Estate Agent for Dalton Realty, and resides at 547 Anderson Hill Road in the Piney Ridge District.

Staff Recommendation: Appoint a member to the Economic Development Board of Directors to fill the unexpired term of Nathan Simpson, whose term ends December 31, 2022. The Board has three(3) nominations to be voted on and confirm appointee: Mr. Patrick Richardson, Mr. Donald Jones and Ms. Gena Campbell.

Department: Board of Supervisors, Administration
Documents: [Application for Citizen Service.pdf](#), [Application for Citizen Service \(2\).pdf](#)

CONSENT AGENDA

The Consent Agenda includes approval of all Bills, Minutes, Supplemental Appropriations, Line Item Transfers, and Fund Transfers. Any item on the Consent Agenda shall be removed from the Consent Agenda at the request of any Board member prior to the vote on the Consent Agenda. Items removed from the Consent Agenda shall be considered by the Board individually in order in which they were removed from the Consent Agenda immediately following consideration of the Consent Agenda.

14. [20-1664](#) **Invoices Submitted For Payment**

Please review the attached invoices and approve for payment:

August 5, 2020 - FY 2020	\$5,367.39
August 12, 2020 - CSA FY 2020	\$33,011.21
August 14, 2020 - FY 2020	\$24,027.94
TOTAL:	\$62,406.45

August 6, 2020 - FY 2021	\$23,349.23
August 13, 2020 - CSA FY 2021	\$88,860.80
August 17, 2020 - FY 2021	\$125,428.07
TOTAL:	\$237,638.10

Staff Recommendation: Please review and consider approval of the attached invoices for payment.

Department: Board of Supervisors, Administration
 Documents: [Invoices Submitted for Payment.pdf](#)

15. [20-1665](#)

Minutes

Please review the following DRAFT minutes for approval:

July 20, 2020 Regular Board of Supervisors Meeting

Department: Board of Supervisors, Administration
 Documents: [July 20, 2020 BOS Minutes.pdf](#)

16. [20-1666](#)

Department of Social Services

Please supplement by consent and appropriate the following:

5301-2002	VRS	\$12,380.04
5301-2006	Group Life	\$901.81
5301-2002	ICMA-RC	\$1,261.70
TOTAL:		\$14,543.55

RE: Reimbursement for July, 2020 payroll deductions.

Staff Recommendation: No new local funds are required.

Department: Board of Supervisors, Administration

17. [20-1668](#)

J. Robert Jamerson Memorial Library

Please supplement by consent and appropriate the following:

7301-5411	Books	\$72.04
7301-5401	Office Supplies	\$169.25
7301-5415	Summer Reading	\$3.00
TOTAL:		\$244.29

Staff Recommendation: No new local funds are required.

Department: Board of Supervisors, Administration

18. [20-1669](#)

Public Utilities - Waterline FY 2020

Please supplement by consent and appropriate the following to the FY 2020 Budget:

082-1800-5898	Water (Wholesale)	\$13,983.00
082-1800-5203	Telecommunications	\$54.92

082-1800-5101	Electric	\$255.77
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TOTAL:	\$14,293.69
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RE: Reimbursement from the Town of Appomattox for June, 2020 FY2020 Campbell County Utilities & Service Authority water contract, electrical services and telecommunications.

Staff Recommendation: No new local funds are required.

Department: Board of Supervisors, Administration

19. [20-1670](#)

D.A.R.E.

Please supplement by consent and appropriate the following:

3106-5401	Office Supplies	\$250.00
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RE: Donations received from The Farmers Bank (**\$150.00**) and Joanne O'Brien (**\$100.00**) for DARE program.

Staff Recommendation: No new local funds are required.

Department: Board of Supervisors, Administration

20. [20-1671](#)

Sheriff's Department

Please supplement by consent and appropriate the following:

3102-1002	Overtime	\$992.16
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RE: Reimbursement from Appomattox County High School for security performed by deputies.

Staff Recommendation: No new local funds are required.

Department: Board of Supervisors, Administration

21. [20-1672](#)

General District Court - Courthouse Maintenance Fund

Please transfer by consent **\$161.00** from the Courthouse Maintenance Fund to the General Fund and supplement the following:

2102-5401	Office Supplies	\$161.00
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RE: Bookshelf for Judge Puckett's office.

Staff Recommendation: Transfer the requested funds from the Courthouse Maintenance Fund to the General Fund and supplement by consent to 2102-5401.

Department: Board of Supervisors, Administration

ITEMS REMOVED FROM CONSENT

ATTORNEY'S REPORT

ADMINISTRATOR'S REPORT

REPORTS AND INFORMATIONAL ITEMS

22. [20-1676](#) **Virginia Association of Soil & Water Conservation District - Director Vacancy**
Attached for your review is an email from Cindy Miller, Office Administrator for the Robert E. Lee Soil & Water Conservation District informing the Board of a Director's vacancy. The Appomattox Director Mary Lund's term expired on June 10, 2020. The Robert E. Lee Soil & Water Conservation District Board will be nominating the following candidates:
Nancy Jo Billings - Director Appomattox County
Joetricia Humbles - Director at Large

Department: Board of Supervisors, Administration
23. [20-1675](#) **Robert E. Lee Soil & Water Conservation District**
Attached for your review is a copy of the June 25, 2020 monthly Board of Directors meeting minutes from the Robert E. Lee Soil & Water Conservation District.
Department: Board of Supervisors, Administration
Documents: [Robert E. Lee Soil & Water Conservation Minutes.pdf](#)
24. [20-1683](#) **School - July 2020 Financial Report**
Attached for your review is the July, 2020 month-end financial report from Dr. Bennett, Division Superintendent and Bruce McMillan, Director of Finance.
Department: Board of Supervisors, Administration
Documents: [School July 2020 Financial Report.pdf](#)

SUPERVISOR CONCERNS

This time is for individual Board members to share information with other members of the Board and the public. Items presented under this heading requiring action will be for a future meeting agenda or to request additional information from staff members. No item presented under this heading shall be acted upon at this meeting without the unanimous consensus of the Board.

CLOSED SESSION

UPCOMING MEETINGS

Monday, September 21, 2020 @ 6:30 PM
Regular Scheduled Meeting
Board of Supervisors Meeting Room
171 Price Lane, Appomattox, Virginia

ADJOURNMENT